

**PITSTONE PARISH COUNCIL
FINANCIAL SUMMARY FOR APRIL 2024 MEETING**

Expenditure from Unity

Code	Beneficiary	Cost Centre	Description	VAT	Net	Gross
Various	Various	Employment	Confidential salary/wage payments, overtime, HMRC PAYE & NI & NEST, Includes SCP increase & Minimum Wage Increase	£	-	£ 5,046.85
P473	PPL PRS	Sport & Leisure	Annual PPL PRS Licence	£	91.34	£ 456.70
P474	Lamps & Tubes Illuminations Ltd	Lighting	Fix faulty column 3 on Vicarage Road	£	29.00	£ 145.00
P475	Ross Lawry Agricultural Services	Devolved Services	Clear Queen Street BOAT	£	-	£ 950.00
P476	Patrick Stileman Ltd	Sport & Leisure	Tree Risk Assessment	£	176.00	£ 880.00
P477	R D Leonard Ltd	Sport & Leisure	Repair fallen fence at pavilion	£	-	£ 560.00
P478	R D Leonard Ltd	Sport & Leisure	Repair fence rail & replace missing bolt	£	-	£ 35.00
P28	Tanswell Technology Ltd	Administration	Monthly broadband & IT support	£	9.00	£ 45.00
P07	R Haynes	Maintenance	Cleaning of 4 bus shelters on 2/4/24	£	-	£ 60.00
P05	Groom Grounds Maintenance	Sport & Leisure	Pitch maintenance at pavilion in March	£	84.00	£ 420.00
P06	BALC	Administration	Annual BALC & NALC subscription fee	£	-	£ 579.60
P30	Roll In Trade Ltd	Youth Café	March youth café	£	-	£ 387.60
P09	SLCC	Administration	Annual membership	£	-	£ 238.00
P12	Action for Youth	Youth Café	Annual membership	£	-	£ 110.00
P14	S Davies	Administration	Quarterly home office and expenses	£	-	£ 90.30
P20	Vita Electrical Co	Youth Café	PAT tests	£	12.00	£ 60.00
P29	Arthur J Gallagher Insurance	Administration	Annual insurance renewal	£	-	£ 7,247.38
P31	Ace	Sport & Leisure	Alarm monitoring	£	85.00	£ 17.00
P32	Ace	Sport & Leisure	Alarm maintenance	£	295.00	£ 59.00
P33	Ace	Sport & Leisure	Fire maintenance	£	235.00	£ 47.00
P34	Ace	Sport & Leisure	Fire monitoring	£	85.00	£ 17.00
P35	Ambivent	Sport & Leisure	Annual maintenance contract for heating/air conditioning	£	199.00	£ 995.00
Grants	Pitstone Memorial Hall	Grants	Grant application for floor scrubber under consideration at the meeting		tbc	tbc
	1st Vinghoe and Pitstone Scouts	Grants	Grant application for air rifle equipment under consideration at the meeting		tbc	tbc
P11	Name to be revealed at Annual Assembly	Grants	Pitstone Volunteer of the Year award	£	-	£ 50.00
Sub total of standard bacs				£	1,300.34	£ 18,496.43
				£		£ 19,796.77

Direct debits/charges

direct debit	P480	EDF	Sport & leisure	Pavilion gas - 23/2-26/3/24	£	16.90	£ 337.95
direct debit	P02	Sage	Administration	Accounting and payroll software monthly subscription	£	6.80	£ 34.00
direct debit	P10	SSE Southern Electric	Sport & leisure	1-31/3/24 elec at pavilion	£	22.22	£ 443.22
credit card direct debit	P483	Clicksend	Administration	Car scheme text message top up package	£	-	£ 100.00
credit card	P437	Land registry/gov.co.uk	Administration	land registry title for trees obscuring street light	£	-	£ 3.00
credit card	P439	Care Check	Administration	DBS check for car scheme driver	£	2.00	£ 10.00
credit card direct debit	P440	Microsoft	Administration	software monthly subscription	£	-	£ 10.30
credit card	P441	Vistaprint	Sport & Leisure	vinyl banners re skylark nesting for LWS	£	12.69	£ 63.44
credit card direct debit	P450	Sipgate	Administration	council telephony charge	£	-	£ 15.00
credit card direct debit	P451	Sipgate	Administration	car scheme telephony charge	£	-	£ 20.00
credit card	P458	Amazon	youth café	craft bags for youth café activity	£	6.00	£ 29.97
credit card	P459	Amazon	Administration	paper	£	5.00	£ 24.99
credit card	P460	Amazon	Administration	printer ink	£	5.00	£ 24.99
credit card	P461	Amazon	youth café	bead kit for youth café craft activity	£	1.33	£ 6.66
credit card	P462	Amazon	youth café	table cloths for youth café	£	1.52	£ 7.58
credit card	P484	Lloyds Bank	Administration	CC monthly fee	£	-	£ 3.00
direct debit	P19	EE	Administration	Facilities manager mobile monthly fee	£	4.50	£ 22.49
direct debit	P04	NPower	Lighting	1-31/3/24 street light energy	£	39.68	£ 198.41
direct debit	P03	Buckinghamshire Council	Sport & Leisure	Monthly waste services for March	£	-	£ 34.70
debit	P481	Unity Trust Bank	Administration	Bank charges 5/12/23-4/3/24	£	-	£ 37.80
debit	P482	Unity Trust Bank	Administration	Manual credit handling charge	£	-	£ 0.90
Sub total of direct debits & charges				£	123.64	£ 1,428.40	
TOTAL OUTGOINGS				£	1,423.98	£ 19,924.83	
				£		£ 21,348.81	

Insurance amendments

None required this month. Annual renewal backs for signature.

Inter-account transfers

Nominal £5 transfer from Unity Trust to NatWest Current Account to trigger statement

£ - £ 5.00 £ 5.00

Write-offs

None required this month.

£ - £ - £ -

CCLA Public Sector Deposit Fund

CCLA Financial PSDF Current Balance - £25,446.20
 CCLA Financial Income 29/2/24-31/3/24

VAT	Net	Gross
£ -	£ 105.61	£ 105.61

Receipts received, paid into a NatWest account

NatWest Financial reserve account interest
 NatWest Financial S106 account interest

VAT	Net	Gross
£ -	£ 70.58	£ 70.58
£ -	£ 0.01	£ 0.01
£ -	£ 70.59	£ 70.59

Receipts received, paid into Unity account

	Company/Name	Cost Centre	Description
22/03/2024	HMRC	VAT	1-29/2/24 VAT Return
19/03/2024	Com Church	Sport & Leisure	February hire of pavilion
25/03/2024	Kick Box Fit	Sport & Leisure	February hire of pavilion
19/03/2024	Hartbeeps	Sport & Leisure	February hire of pavilion
19/03/2024	Hartbeeps	PPP	PPP advertising issues 140-143
19/03/2024	Moren Associates	PPP	PPP advertising issues 140-143
19/03/2024	Grooms Farm Shop	PPP	PPP advertising issues 140-143
19/03/2024	Windmill Pharmacy	PPP	PPP advertising issues 140-143
19/03/2024	Sports Therapist	PPP	PPP advertising issue 140
19/03/2024	Masons Stores	PPP	PPP advertising issues 140-143
20/03/2024	Computamation	PPP	PPP advertising issues 140-143
20/03/2024	The Green Room	PPP	PPP advertising issue 140
22/03/2024	Jeffery Coal	PPP	PPP advertising issues 140-143
22/03/2024	Appliance Professor	PPP	PPP advertising issue 140
27/03/2024	The Stag	PPP	PPP advertising issue 140
26/03/2024	Buckinghamshire Council	Sport & Leisure	February hire of pavilion
28/03/2024	C&S	PPP	PPP advertising issues 140-143
02/04/2024	House of Worship	Sport & Leisure	February hire of pavilion
05/04/2024	P&IJFC	Sport & Leisure	February hire of pavilion
02/04/2024	Board Games Group	Sport & Leisure	February hire of pavilion
09/04/2024	Buckinghamshire Council	Devolved Services	2024-25 devolved services payment
12/04/2024	Buckinghamshire Council	Precept	First payment of precept
15/04/2024	Julie Campbell Yoga	Sport & Leisure	April hire of pavilion
15&16/4/24	HMRC	VAT	Re change in VAT status of indoor sports bookings (HMRC rounded up to £571.89 from £557.76)
15/04/2024	J D Ballers	Sport & Leisure	March hire of the pavilion
15/04/2024	Tring Anglers	Sport & Leisure	March hire of the pavilion
16/04/2024	Hartbeeps	Sport & Leisure	March hire of the pavilion
18/04/2024	HMRC	VAT	Quarterly return for 1-31/3/24
19/04/2024	Janes	PPP	Advertising in PPP 140-143
19/04/2024	HouseMouse	Sport & Leisure	May hire of the pavilion for event
22/04/2024	P&I JFC	Sport & Leisure	March hire of the pavilion

VAT	Net	Gross
£ 1,136.64	£ 1,136.64	£ -
£ 7.67	£ 38.33	£ 46.00
£ -	£ 54.00	£ 54.00
£ 30.38	£ 151.87	£ 182.25
£ 35.40	£ 177.01	£ 212.41
£ 19.50	£ 97.49	£ 116.99
£ 10.20	£ 51.01	£ 61.21
£ 19.50	£ 97.49	£ 116.99
£ 4.50	£ 22.50	£ 27.00
£ 17.70	£ 88.49	£ 106.19
£ 16.20	£ 81.00	£ 97.20
£ 4.92	£ 24.58	£ 29.50
£ 10.20	£ 51.01	£ 61.21
£ 4.92	£ 24.58	£ 29.50
£ 4.92	£ 24.58	£ 29.50
£ 125.22	£ 626.03	£ 751.25
£ 29.90	£ 149.50	£ 179.40
£ 12.33	£ 61.67	£ 74.00
£ -	£ 539.00	£ 539.00
£ 10.13	£ 50.62	£ 60.75
£ -	£ 3,988.15	£ 3,988.15
£ -	£ 86,215.00	£ 86,215.00
£ -	£ 43.88	£ 43.88
£ 571.89	£ -	£ 571.89
£ -	£ 41.50	£ 41.50
£ 12.33	£ 61.67	£ 74.00
£ 49.50	£ 247.50	£ 297.00
£ 558.01	£ -	£ 558.01
£ 42.00	£ 209.99	£ 251.99
£ 68.76	£ 343.77	£ 412.53
£ -	£ 511.50	£ 511.50
£2,802.72	£95,210.36	£95,739.80

TOTAL INCOMINGS

£2,802.72 £95,386.56 £95,916.00

Income Pending/Debtors summary:

Date of Invoice 18/03/2024
 Name Hawthorn Gardening
 Cost Centre PPP
 Invoice/Description PPP advertising issues 140-143

VAT £ 9.00
 Net £ 45.00
 Gross £ 54.00

18/03/2024	Berkhamsted Yoga	Sport & Leisure	February hire of pavilion	£	-	£	81.00	£	81.00
18/03/2024	P&I UFC	Sport & Leisure	February hire of pavilion	£	56.30	£	488.45	£	544.75
12/04/2024	P&I UFC	Sport & Leisure	March hire of the pavilion	£	46.17	£	368.83	£	415.00
12/04/2024	P&I UFC	Sport & Leisure	18/4/24 hire of the pavilion	£	18.17	£	159.83	£	178.00
23/04/2024	P&I UFC	Sport & Leisure	23/4/24 hire of the pavilion	£	14.00	£	139.00	£	153.00
18/03/2024	Repair Café	Sport & Leisure	February hire of pavilion	£	9.00	£	45.00	£	54.00
05/04/2024	The Stag	PPP	PPP advertising issues 140-143 (upgrade from 1 edition to 4)	£	12.78	£	63.91	£	76.69
05/04/2024	Carter Carpentry & Joinery	PPP	PPP advertising issue 140	£	2.50	£	12.50	£	15.00
12/04/2024	House of Worship	Sport & Leisure	March hire of the pavilion	£	15.42	£	77.08	£	92.50
12/04/2024	BC Community Board	Sport & Leisure	March hire of the pavilion	£	13.42	£	67.08	£	80.50
12/04/2024	Kick Boxing	Sport & Leisure	March hire of the pavilion	£	-	£	54.00	£	54.00
12/04/2024	Board Games Group	Sport & Leisure	March hire of the pavilion	£	10.13	£	50.62	£	60.75
12/04/2024	Berkhamsted Yoga	Sport & Leisure	March hire of the pavilion	£	-	£	81.00	£	81.00

TOTAL INCOME PENDING	£	206.89	£	1,733.30	£	1,940.19
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Summary of those in credit with the parish council:

None	£	-	£	-	£	-
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Summary of accounts where the parish council is in credit:

None	£	-	£	-	£	-
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Commitments:

		Horwood & James	Administration	Legal costs in association with draft lease to 1st Ivinghoe & Pitstone Scouts. PO20190227-346/19.8.			tbc	£	-	
credit card direct debit	P01	IAC Ltd	Administration	3-year long-term agreement for internal audit 2023-4, 2024-5 and 2025-6	£	79.00	£	395.00	£	474.00
credit card	P479	Sipgate	Administration	council telephony charge	£	-	£	15.00	£	15.00
credit card	P08	Leafletfrog	Administration	annual assembly agenda printing	£	-	£	70.00	£	70.00
credit card direct debit	P13	istock	Administration	images for promotional literature	£	13.80	£	69.00	£	82.80
credit card direct debit	P14	Microsoft	Administration	Microsoft 365 Apps for Business	£	-	£	309.60	£	309.60
credit card	P16	Microsoft	Administration	online services monthly subscription	£	-	£	10.30	£	10.30
credit card	P17	Amazon	Youth café	steering wheel, gear stick and pedals	£	40.67	£	203.32	£	243.99
credit card	P18	Amazon	Administration	badge holders	£	0.91	£	4.52	£	5.43
credit card		Amazon	Administration	laminating pouches	£	1.63	£	8.12	£	9.75
		Pitstone Memorial Hall Charity	Grants	Grant towards the transfer fees of the strip of covered walkway (as of 18/4/24 they've not been billed)	£	-	£	627.00	£	627.00
		Eclipse	Sport & Leisure	Second half payment for stage for Party in the Park (due June)	£	132.66	£	663.30	£	795.96
		Patrick Stileman	Open Space	Re-inspection of two Ash trees mid to late summer	£	14.00	£	70.00	£	84.00
					£	268.67	£	2,445.16	£	2,643.83

Amounts not yet due to the parish council:

Description	Cost Centre	Name	Amount
Buckinghamshire Council	S106	See S106 summary on Bank Reconciliation for details of various provisions	£ 86,215.00
Buckinghamshire Council	Precept	Second payment 16/9/24	£ 548.00
National Trust	Compensation	For loss of rag pit - Down Farm (June 2024)	£ 200.00
National Trust	Compensation	For loss of rag pit - Anglian Water (Jan 2025)	£ 86,963.00

Bank Reconciliation & S106 Summary:

See separate document

Project Summaries:

See separate sheets for allotment and pavilion financial summaries.